

Media Backup Storage Device

CGA-02540 - Black

CGA-02541 - White



Operation Manual



CONGRATULATIONS on your purchase of a Polaroid media backup storage device. Please read carefully and follow all instructions in the manual and those marked on the product **before** first use. Failing to follow these warnings could result in personal injury or damage to the device. Also, remember to keep this User's Manual in a convenient location for future reference.

Important: Save the original box and all packing material for future shipping needs.

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Product Specifications

- Unit:
 - Dimensions: 5" x 3" x 5/8"
 - Weight: 7 oz
 - Hard drive: 40G
- 5V AC adapter
 - Nominal Capacity:
 - Nominal Voltage
 - Operating Temperature
 - Weight: 2.5 oz
- USB cable
 - Type A to mini-B

Getting Started

Main Features

- ClickFree™ Back up technology
 - Automatically runs when plugged into the computer via USB port.
 - Automatic searches for photos in all connected drives, email and zip files.
 - Automatic stores all your photos and still camera videos in the same files as copied from your computer.
- View photo screen
 - Conveniently view all your photos in thumbnail and expanded size.
- Stores a lifetime of memories:
 - Storage capacity for up to 40,000 photos

Package contents

Check to ensure the following components are included:

- Media backup storage device
- USB cable (Type A to mini-B)
- AC power adapter
- Slipcase
- Quickstart guide
- End-User License Agreement (EULA)

System requirements

- A computer running Microsoft Windows XP (Home, Professional, Media Center Edition), Vista or Windows 2000 with SP4 (some features are not supported)
- One available USB port

How to make a backup of your photos

Overview

The media backup storage device is an easy-to-use digital photo backup appliance. No hardware configuration or software installation is required. The backup procedure begins once the device has been attached to your computer using the supplied USB cable and power supply. The device automatically searches for and backs up digital photos stored on your computer, including those stored in selected e-mail programs and Zip files

Backing up your photos with the media backup storage device

1. **Turn on your computer.** Make sure that your computer has completed started up before proceeding to Step 2. If your computer is set up with user accounts, select your user name and enter your password before continuing to Step 2.

Note:

- Depending on the speed and configuration of your computer, the startup process may take up to several minutes.
- The media backup storage device will not automatically start up if it is connected to your computer before it has completely started up.

2. **Plug in power adapter.** Connect the included 5V power adapter to both the media backup storage device and the wall outlet. Continue to Step 3. The power indicator on your media backup storage device will glow.

Note:

- The included USB cable will likely provide power to the media backup storage device without the use of the AC power adapter. However, depending on your computer system you may need to use the included AC power adapter.

3. **Connect the media backup storage device to your computer's USB port.** Connect the included USB cable to both the media backup storage device and your computer's USB port.

The media backup storage device supports USB 1.1 and 2.0.

4. **The Countdown screen will automatically appear on your computer.** Once the **Countdown** screen appears on your computer, the backup countdown timer will begin. When the countdown timer reaches zero, the backup will automatically start. There may be a slight delay between connecting the media backup storage device and when the **Countdown** screen appears.



Note:

- To start backing up immediately, click on the **Start Now** button.
 - To change the back up configuration or access other utilities, click on the **Setup Options** button.
 - If the **Countdown** screen does not appear within one minute of connecting it to your computer, please refer to the **Troubleshooting** section of this manual.
5. **Back up will begin on its own.** The media backup storage device will automatically search for and backup all your digital photos. The amount of time required to complete this process will depend on your computer's configuration and number of photos on your computer.



6. **When backup completes, you're done!** Disconnect the USB Cable and unplug the supplied 5V AC adapter from the media backup storage device and wall outlet. Store your media backup storage device in a safe place.



Restoring (copying) photos

Overview

The restore (copy) function allows you to restore photos backed up on your media backup storage device to your computer. Restoring photos will not delete them from the media backup storage device.

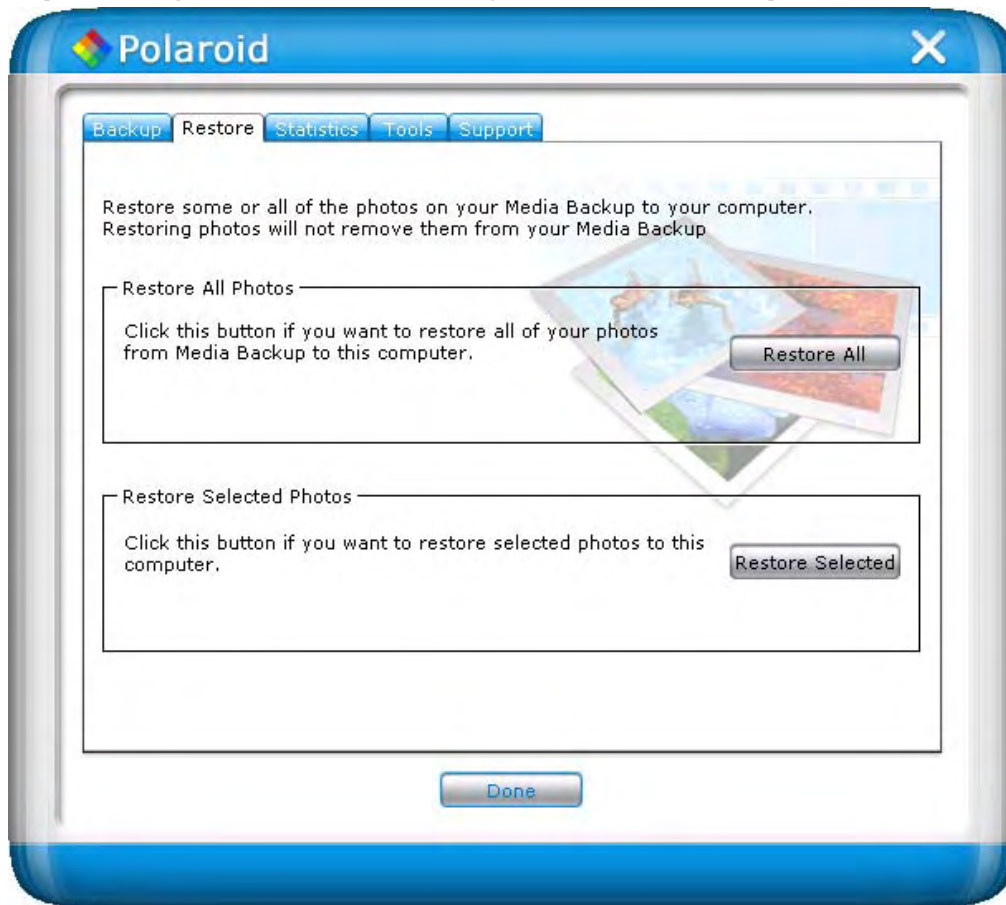
When restoring your photos, there are two possible scenarios:

1. You are restoring to the same computer that the media backup storage device currently holds a backup for.
2. You are restoring to a computer other than the one that the media backup storage device holds a backup for OR you are restoring to the same computer with a reinstalled operating system.

In addition, when choosing to restore your photos, you have the option to:

- Restore all of your photos
- Restore only some of your photos

When restoring (copying) images to a computer the media backup storage device currently holds a backup for



To restore selected photos only:

1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Restore** tab.
3. Click on the **Restore Selected** button. This will bring up the **Restore Selected** window.
4. Select the files you want to restore. To select a file, select the box next to the file you want to restore. To select an entire folder, select the box next to the folder. Selecting a folder will select all of the contents of the folder, including subfolders.
5. To change the drive that your photos will be restored to, click on the drive letter from the drive box.
Note: The drive you select must have enough space to hold your selected photos.
6. Click the **Start Restore** button to restore your photos. The media backup storage device will begin to restore your photos. Depending on the number of photos being restored and speed of your computer, the restore process may take several minutes.

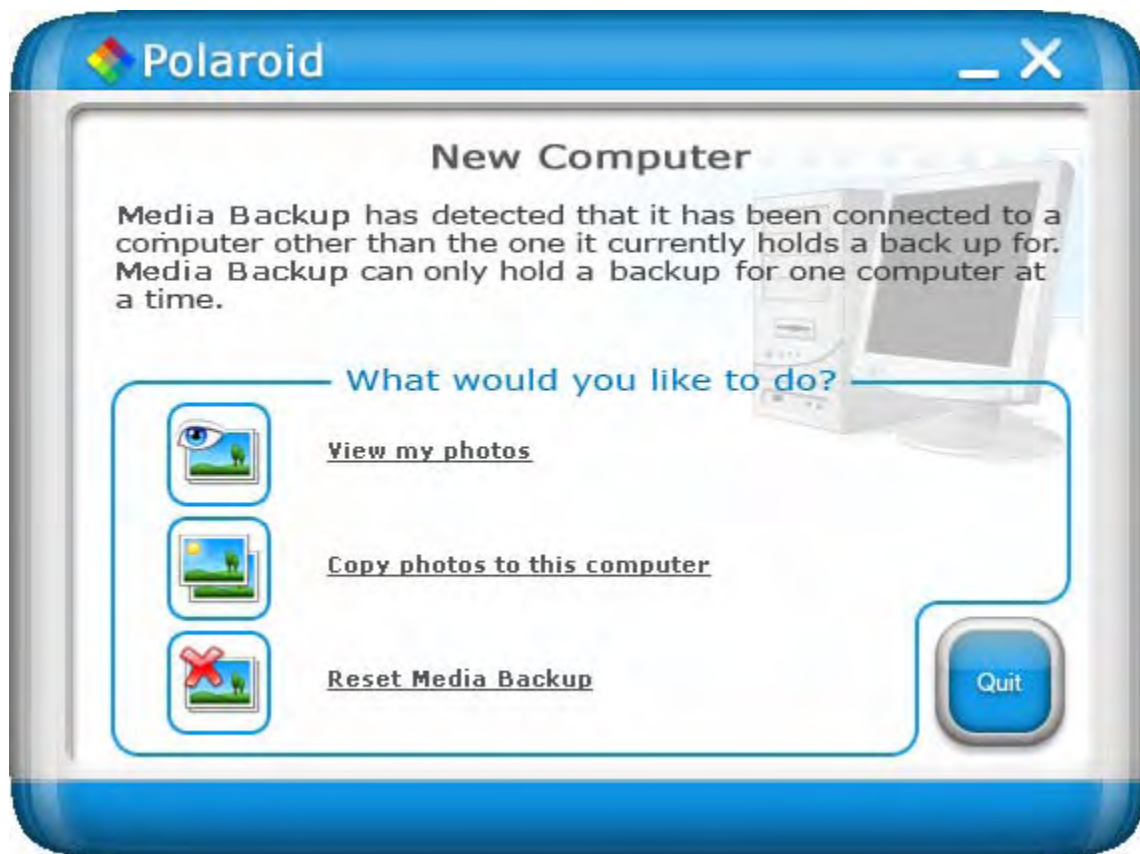
To restore all of your photos:

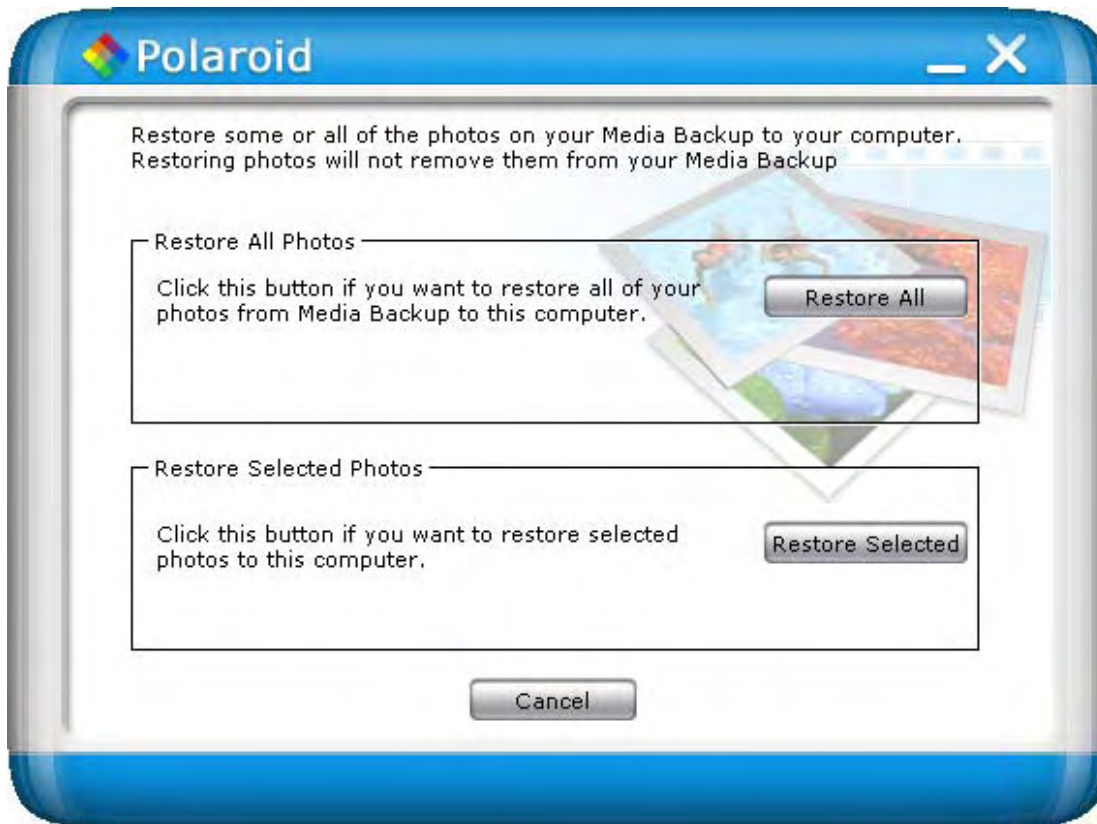
1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Restore** tab.
3. Click on the **Restore All** button. This will bring up the **Restore All** window.
4. To change the drive that your photos will be restored to, click on the drive letter from the drive box.

Note: The drive you select must have enough space to hold all of your photos.

5. Click the **Start Restore** button to restore all of your photos. The media backup storage device will begin to restore your photos. Depending on the number of photos being restored and speed of your computer, the restore process may take several minutes.

When moving images from the media backup storage device to another computer OR restoring (copying) to the same computer with a reinstalled operating system





To restore all photos:

1. Connect the media backup storage device to your computer. When the **New Computer** screen appears, click on the **Restore Photos** button.
2. Click on the **Restore All** button. This will bring up the **Restore All** window.
3. To change the drive that your photos will be restored to, click on the drive letter from the drive box.

Note: The drive you select must have enough space to hold all of your photos.

4. Click the **Start Restore** button to restore all of your photos. The media backup storage device will begin to restore your photos. Depending on the number of photos being restored and speed of your computer, the restore process may take several minutes. Backup configuration options

To restore selected photos only:

1. Connect the media backup storage device to your computer. When the **New Computer** screen appears, click on the "Copy photo to this computer" link.
2. Click on the **Restore Selected** button. This will bring up the **Restore Selected** window.
3. Select the files you want to restore. To select a file, select the box next to the file you want to restore. To select an entire folder, select the box next to the folder. Selecting a folder will select all of the contents of the folder, including subfolders. To change the drive that your photos will be restored to, click on the drive letter from the drive box.

Note: The drive you select must have enough space to hold all of your photos.

4. Click **Start Restore** to restore your photos. The media backup storage device will begin to restore your photos. Depending on the number of photos being restored and the speed of your computer, the restore process may take several minutes.

Overview

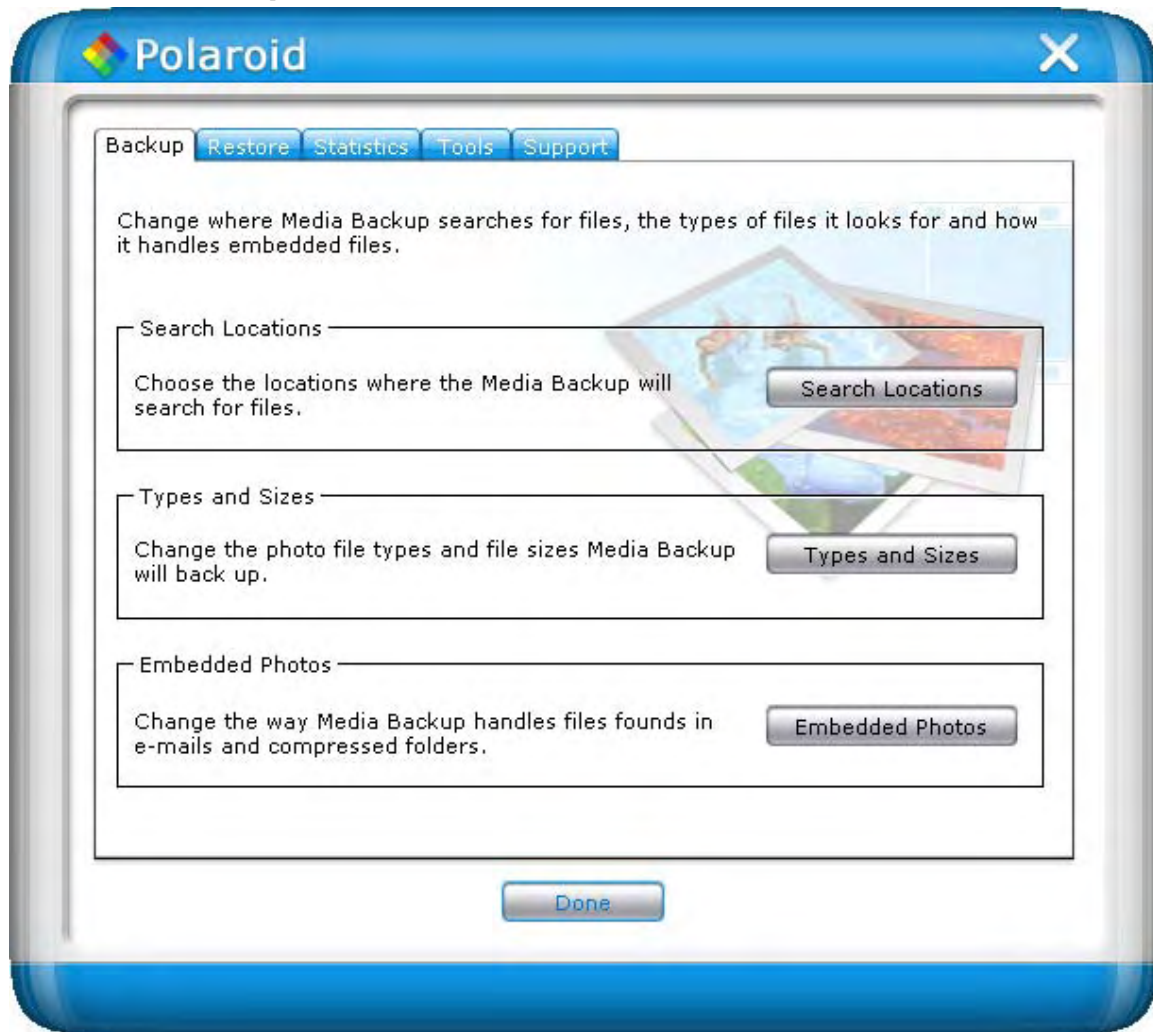
The media backup storage device is designed to automatically search for and back up all of your digital photos. In general, it does not require additional configuration or setup.

If, however, you would like to modify the way the media backup storage device backs up your photos, you can do so by changing the backup options. This section discusses additional backup options.

The backup options will allow you to change the types, locations and sizes of the photos the media backup storage device backs up. In addition, you can change how the media backup storage device handles photos attached to e-mails and in Zip files. Changing the backup options affects the way the media backup storage device backs up files and is recommended for advanced users only.

Note: The media backup storage device will only back up photos that meet all criteria as specified in the backup options. For example, if both file size and file extension criteria have been set, a photo must meet both criteria in order to be backed up.

Change the drives and folders the media backup storage device will search for photos in:



You can choose the locations on your computer where the media backup storage device searches for photos. The media backup storage device can either:

- automatically search your entire computer (default setting)
- only search selected folders

To have the media backup storage device automatically search your entire computer:

1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Backup** tab.
3. Click on the **Search Locations** button.
4. Click the **Yes** button to change the Search Location options.
5. Select the **Search** entire computer option.
6. Select the boxes for each exclusion you wish to implement:

- **Skip Windows:** Selecting this box will tell the media backup storage device to skip the Windows folder and all subfolders. The default setting is to skip the Windows folder (checked).
 - **Skip Program Files:** Selecting this box will tell the media backup storage device to skip the Program Files folder and all subfolders. The default setting is to skip Program Files (checked).
 - **Skip network drives:** Checking this box will tell the media backup storage device to skip mapped network drives. The default setting is to skip network drives (checked).
 - **Skip removable media and drives:** Checking this box will tell the media backup storage device to skip all removable media drives and external drives. The default setting is to skip removable media and drives (checked).
7. Click the **Save** button. When the media backup storage device starts its next backup, it will automatically search your entire computer, implementing exclusions that you have specified.

To have the media backup storage device search only selected folders:

1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Backup** tab.
3. Click on the **Search Locations** button.
4. Click the **Yes** button to change the Search Location options.
5. Select the **Search selected folders only** option.
6. Select the drives and folders that you want to back up. To select a drive or folder, select the box next to the drive or folder. Selecting a drive or folder will automatically select all of the contents of the folder, including subfolders. You must select at least one folder.
7. Click the **Save** button. When the media backup storage device starts its next backup, it will only search folders that you have specified.

Change file types and file sizes that the media backup storage device will back up:

You can choose the types of files and the size parameters of files the media backup storage device backs up.

To change the file types the media backup storage device backs up:

1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Backup** tab.
3. Click on the **Photo types and sizes** button.
4. Click the **Yes** button to change the file types and sizes options.
5. Check the boxes next to the file types that you want to back up. Use + and – to expand or collapse the tree. You must select at least one file type to back up.

6. Click the **Save** button. When the media backup storage device starts its next backup, it will only back up the file types that you have specified.

To change the file sizes that the media backup storage device backs up:

1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Backup** tab.
3. Click on the **Photo types and sizes** button.
4. Click the **Yes** button to change file types and sizes options.
5. Enter the size for the smallest file, in kilobytes (KB) that the media backup storage device will back up. To set no minimum (back up all files); enter '0' as the smallest file size.
6. Enter the size of the largest individual file, in megabytes (MB) that the media backup storage device will back up. The maximum individual file size the media backup storage device can back up is 4,095 MB.
7. Click the **Save** button. When the media backup storage device starts its next backup, it will only back up files that meet the size criteria specified.

Change the way the media backup storage device handles files found in e-mails and Zip files:

You can set the way the media backup storage device handles photos found in e-mails and Zip files. The media backup storage device supports Microsoft Outlook (97, 2000, XP, 2003 and 2007) and Microsoft Outlook Express 6.

To change the way the media backup storage device handles files in e-mails and Zip files:

1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Backup** tab.
3. Click on the **Embedded Photos** button.
4. Check the **Search for photos in compressed files** box if you want the media backup storage device to back up files found within Zip files. Leaving this box unchecked will cause the media backup storage device to skip Zip files, including those attached to e-mails. The default setting is to search for photos in compressed files (checked).
5. Check the **Search for photos in e-mail applications** box if you want the media backup storage device to back up files attached to e-mail messages. The default setting is to search for photos in selected e-mail applications (checked).
6. Click the **Save** button. When the media backup storage device starts its next backup, it will back up photos according to the criteria specified.

Advanced configuration options

Overview

The media backup storage device also contains several advanced options and tools, such as a photo viewer, the ability to reset the media backup storage device, and general usage statistics.

Viewer:

The Viewer allows you to view photos that are backed up on the media backup storage device. To view photos on the media backup storage device:

1. Connect the media backup storage device to your computer. Click on the **View Photos** button before the countdown timer reaches zero.
2. To preview files from a specific folder, click on the folder from the folder tree. Use the + or – to expand or collapse folders.

Reset:



The Reset tool allows you to reset your the media backup storage device for use with another computer (see Working with more than one computer).

The media backup storage device is designed to backup a single computer at a time. If the media backup storage device already holds a backup for a computer but you would like to use it to backup a different computer, you must first reset it.

Resetting will delete the photos and movies backed up on the media backup storage device itself, but will not affect any photos on your computer. Before resetting the media backup storage device, ensure that you have a copy of your photos on your computer.

Note: If you reinstall your operating system on the computer that the media backup storage device holds a backup for, the media backup storage device treats this reinstalled computer as a new computer. To back up photos on a computer with a reinstalled operating system, you must first reset the media backup storage device.

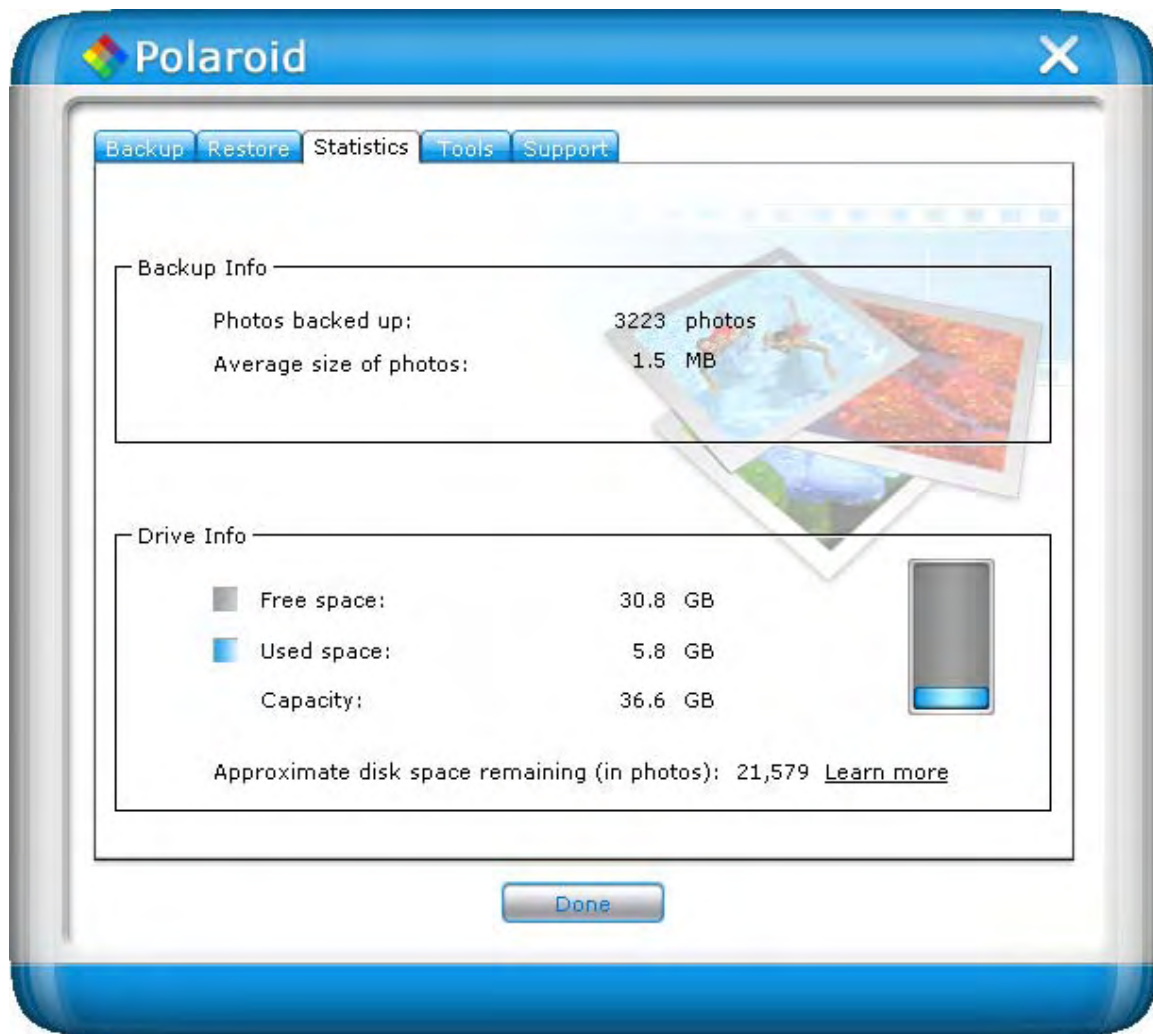
To reset the media backup storage device:

1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Tools** tab.
3. Click on the **Reset** button.
4. To reset the media backup storage device, check the **Yes, I want to reset Media Backup** box.

Note: Resetting the media backup storage device will delete the photos and movies backed up on the media backup storage device itself. It will not affect any photos on your computer. Ensure that you have a copy of your photos on before resetting the media backup storage device.

5. Click the **Reset** button. The media backup storage device will begin to reset itself. This procedure may take several minutes.
6. When the reset completes, click on the **OK** button. The media backup storage device will automatically restart and prepare to back up your computer.

Statistics:



Statistics will provide you with information about the media backup storage device's usage and available space. To view the Statistics page:

1. Connect the media backup storage device to your computer. Click on the **Setup Options** button before the countdown timer reaches zero.
2. Click on the **Statistics** tab.

Working with your photos

Overview:

Once you have backed up your photos, you can use the media backup storage device to:

- Print your photos on your home printer
- Share your photos using an online service
- Attach your photos to an e-mail (for use with Microsoft Outlook and Outlook Express only)

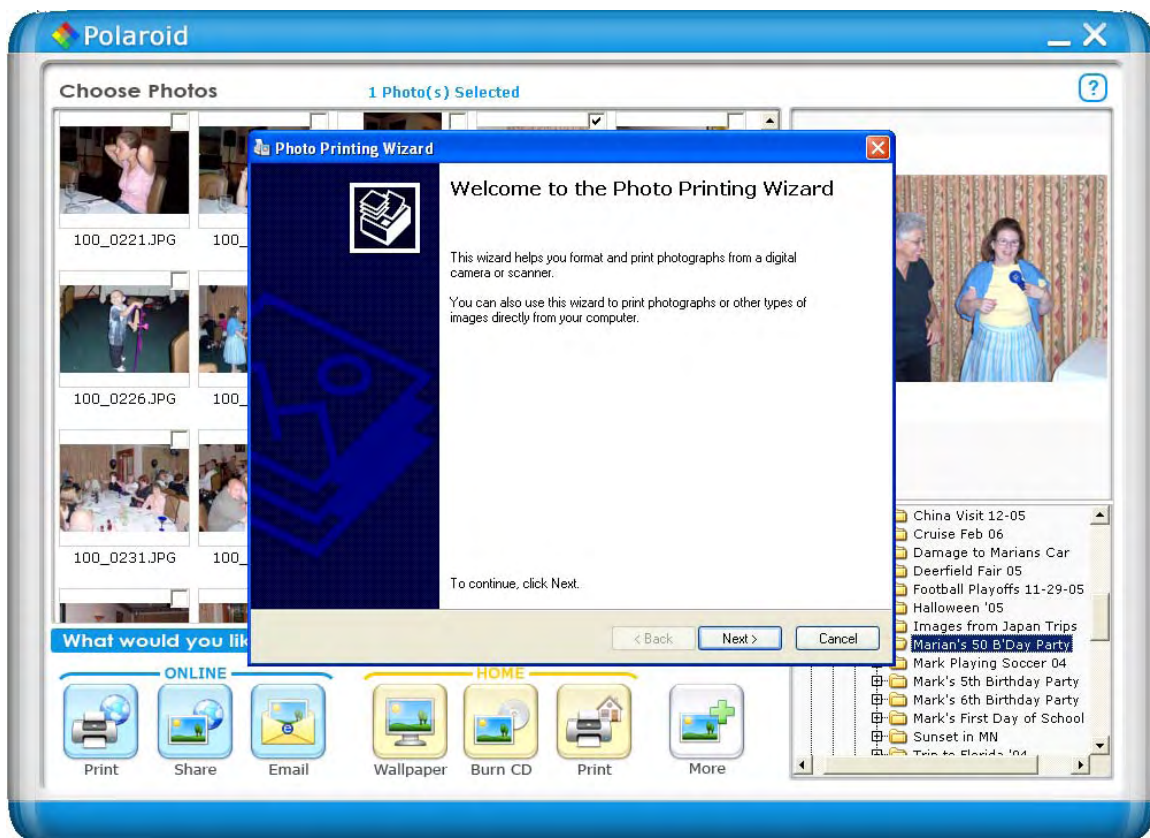
- Use a photo as your desktop wallpaper
- Burn your photos to a CD
- Print your photos using an online service
- Delete photos from the media backup storage device (photos on the computer are not affected)

To use these features, you must have at least one backed up photo on the media backup storage device.

To print your photos on your home printer:

Note: This feature is only supported under Windows XP and Vista.

1. Connect the media backup storage device to your computer and let the backup complete. If you have already backed up photos onto the media backup storage device, you should click on the **View Images** button on the **Countdown** page.
2. Select the photos you want to print by clicking on the boxes next to each photo. If you wish to print all your images in a folder, click on the **More** button, then click on **Select All Images**. Click the **Clear Selection** button to clear all of the selections on the current page.
3. Click on the **Print at home** button. This will launch the Windows **Photo Printing Wizard**. Follow the on-screen instructions to print your photos.



To share your photos using an online service:

1. Connect the media backup storage device to your computer and let the backup complete. If you have already backed up photos onto the media backup storage device, you should click on the **View Images** button on the **Countdown** page.
2. Select the photos you want to share by clicking on the boxes next to each photo. If you wish to share all your images in a folder, click on the **More** button, then click on **Select All Images**. Click the **Clear Selection** button to clear all of the selections on the current page.
3. Click on the **Share photos** button. This will launch the **Online Login** window.
4. Select the online service provider you want to use. To change your service provider, click the **Select** button and select your service provider.
5. Enter your username and password.

If you do not have an account with the selected service provider, click on the **Create a new account** link. This will connect you to the service provider's account sign-up page. After completing the sign-up information, return to the **Online Login** window and enter your username and password information.

6. Enter the name of the album you want to upload your photos to. If you enter an album name that does not already exist, a new album will be automatically created for you.
7. Click on the **Start Upload** button. The media backup storage device will begin to upload your photos in a browser window. Depending on the number of photo selected and the speed of your Internet connection, this process may take several minutes.
8. Follow the instruction of your online service provider to view your shared photos.

To attach your photos to an e-mail (for use with Microsoft Outlook and Outlook Express only):

1. Connect the media backup storage device to your computer and let the backup complete. If you have already backed up photos onto the media backup storage device, you should click on the **View Images** button on the **Countdown** page.
2. Select the photos you want to e-mail by clicking on the boxes next to each photo. If you wish to e-mail all your images in a folder, click on the **More** button, then click on **Select All Images**. Click the **Clear Selection** button to clear all of the selections on the current page.
3. Click on the **Attach to Email** button. The media backup storage device will automatically open up a new e-mail with your Photos attached.

Note: Some ISPs set limits on the maximum size of incoming and outgoing email attachments. Ensure the photos that you have selected do not exceed these values.

To set a photo as your desktop wallpaper:

1. Connect the media backup storage device to your computer and let the backup complete. If you have already backed up photos onto the media backup storage device, you should click on the **View Images** button on the **Countdown** page.
2. Select the photo you want to set as your desktop wallpaper. You may only select one photo.
3. Click on the **Wallpaper** button. This will set your selected photo as your desktop wallpaper.

To burn your photos to a CD:

Note: This feature is only supported under Windows XP and Vista.

1. Connect the media backup storage device to your computer and let the backup complete. If you have already backed up photos onto the media backup storage device, you should click on the **View Images** button on the **Countdown** page.
2. Select the photos you want to burn onto the CD by clicking on the boxes next to each photo. If you wish to burn onto the CD all your images in a folder, click on the **More** button, then click on **Select All Images**. Click the **Clear Selection** button to clear all of the selections on the current page.
3. Click on the **Burn to CD** button. This will bring up the Windows **CD Writing Wizard**.
4. Follow the on-screen instructions to create your CD.

To print your photos using an online service:

1. Connect the media backup storage device to your computer and let the backup complete. If you have already backed up photos onto the media backup storage device, you should click on the **View Images** button on the **Countdown** page.
2. Select the photos you want to print by clicking on the boxes next to each photo. If you wish to print all your images in a folder, click on the **More** button, then click on **Select All Images**. Click the **Clear Selection** button to clear all of the selections on the current page.
3. Click on the **Print online** button. This will launch the **Online Login** page.
4. Select the online service provider you want to use. To change your service provider, click the **Select** button and select your service provider.
5. Enter your username and password.
If you do not have an account with the selected service provider, click on the Create a new account link. This will connect you to the service provider's account sign-up page. After completing the sign-up information, return to the **Online Login** window and enter your username and password information.
6. Enter the name of the album you want to upload your photos to. If you enter an album name that does not already exist, a new album will be automatically created for you.
7. Click on the **Start Upload** button. The media backup storage device will begin to upload your photos in a browser window. Depending on the number of photo

selected and the speed of your Internet connection, this process may take several minutes.

8. Follow the instructions of your online service provider to print your photos.

To delete photos from the media backup storage device:

Deleting will allow you to remove backed up photos or directories (including their contents) from the media backup storage device. Deleting a photo or directory will remove it from the media backup storage device but will not remove it from your computer. If you delete a photo or directory from the media backup storage device without removing them from your computer, the media backup storage device will back up the same files the next time you run the backup. To permanently remove a photo or directory, you must remove them from both the media backup storage device and your computer.

To delete a photo from the media backup storage device:

1. Connect the media backup storage device to your computer. If you have already backed up photos onto the media backup storage device, you should click on the **View Images** button on the **Countdown** page.
2. Move your mouse pointer over the photo's file name you wish to delete. Click the left-mouse button to select your photo. The selected file's name will be highlighted.
3. Click the right-mouse button and select **Delete file from the media backup storage device** option.
4. Click on the **OK** button in the confirmation window to delete your photo.

To delete a directory:

1. Connect the media backup storage device to your computer. If you have already backed up photos onto the media backup storage device, you should click on the **View Images** button on the **Countdown** page.
2. If you have just completed a backup of your computer and new photos were found, click on the **View All Photos** button. This will show you all of the photos that you have backed up and add a directory tree in the bottom left corner for navigation.
3. Move your mouse pointer to the directory tree and place it over the directory you wish to delete. Click the left-mouse button to select your directory. The selected directory's name will be highlighted.
4. Click the right-mouse button and select the **Delete directory from the media backup storage device** option.
5. Click on the **OK** button in the confirmation window to delete your directory.

Troubleshooting

Problem	Solution
Nothing happens when the media backup storage device is connected to computer.	<ul style="list-style-type: none"> • Ensure USB cable is properly connected • Connect power adapter • Connect the media backup storage device to computer after computer has fully booted up (select a user, if required) • Close full screen mode in Windows XP Media Center Edition. Disconnect and reconnect the media backup storage device. • Disconnect the media backup storage device and re-start your computer. • Close or minimize Windows Media Player. Disconnect and reconnect the media backup storage device. • Run PguardFix utility program: <ol style="list-style-type: none"> 1. Connect the media backup storage device to your computer. 2. Click on the Start button on your computer. Click on the My Computer icon. 3. From the My Computer window, locate either the MB_System or MB_Storage devices. 4. Right-click on either MB_System or MB_Storage and select Explore. 5. Double-click on the PguardFix.exe program. Follow the on-screen instructions.
After connecting the media backup storage device, the following message appears: "Media backup cannot start because you do not have the required permissions. Please re-login into this computer with an Administrator-level account."	Log into computer with Administrator-level account
Some photos were missed during backup.	Check Backup options from the Setup Options link. For more information, see Backup Configuration Options in the media backup storage device User's Manual.
The media backup storage device beeps after it has been connected to computer.	Connect power adapter

Frequently asked questions

The first time I backed up my computer it seemed to take a lot longer than the subsequent back ups. Are all of my photos still being backed up?

Yes, this is normal. Each time the media backup storage device backs up your computer, it only backs up photos that it does not already have a copy of. As a result, the first backup usually takes the longest and subsequent backups are usually much quicker.

How many photos can the media backup storage device store?

The number of photos that the media backup storage device can store depends on the size of each of your photos:

Camera type	Approximate number of photos the media backup storage device can store*:
2 MP	46,210
3 MP	35,105
4 MP	29,317
5 MP	23,094
6 MP	18,505
8 MP	12,331

*The approximate number of JPEG photos. Actual file size depends on camera, internal file size, compression settings, as well as selected resolution and compression mode settings. In addition, JPEG compression will result in different compression ratios based on photo complexity.

I completed a back up of my photos but not all of my pictures were backed up.

The media backup storage device is designed to back up photos based on the folders they are saved in, their size and their file type (extension). Only photos which meet all of these criteria are backed up. Each of these criteria has default settings, but these settings can be changed by adjusting the backup options. For more information on changing the backup options, see the Backup Configuration Options section in the user's manual.

When I connect the media backup storage device to my computer, a balloon pops up with the message: "This USB device can perform faster if you connect it to a High-Speed USB 2.0 port". Is this a problem?

No, your backup will continue to run normally and no action is required on your part. This message is merely indicating to you that you have connected the media backup storage device, a USB 2.0-complaint device, to a slower, USB 1.1 port on your computer.

Will the media backup storage device work with Windows Vista?

Scheduled for release in early 2007, Windows Vista is Microsoft's latest version of the Windows operating system. For the latest information on using the media backup storage device with Windows Vista, visit www.polaroid.com

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